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DSSD CENSUS 2000 PROCEDURES AND OPERATIONS MEMORANDUM SERIES #X- 1

MEMORANDUM FOR Susan Miskura
Chief, Decennial Management Division

From: Howard Hogan *Howard Hogan*
Chief, Decennial Statistical Studies Division

Subject: Coverage Implications of the Local Census Office Delivery of
Undeliverable as Addressed Questionnaires in Census 2000

The purpose of this memorandum is to bring to your attention the coverage implications of the planned Local Census Office delivery of Census 2000 questionnaires identified by the United States Postal Service (USPS) as undeliverable as addressed (UAAs). Direct any questions about this memorandum to Jim Treat (301) 457-4296 of my staff.

The Decennial Statistical Studies Division (DSSD) has not been involved in operational planning for this delivery of UAAs. However, our understanding is that no address listing is planned to be used by enumerators who attempt to deliver the UAAs. This plan has major problems, and could result in many misdeliveries. To avoid misdeliveries during the delivery of UAA operation, as well as subsequently during Nonresponse Followup and Coverage Improvement Followup (especially of duplicate, deleted or vacant units), it is required that a complete block listing be available. Misdelivery of census questionnaires results in coverage error.

The Field Division is currently planning to attempt to pre-identify areas that they believe will have a high proportion of UAAs. The pre-identification of these areas is being used to work with the post offices (to plan pick-up of the UAAs) and to estimate workload. However, if we can identify where we will have delivery problems, we should plan to use Urban Update/Leave (UUL), so we can eliminate the problem of undeliverable questionnaires. Indeed, the areas that the regions were instructed to identify for UUL were areas where they thought the USPS would have difficulty delivering questionnaires. Additionally, since the intent of the UAA delivery is to increase mail response rates, we feel that changing these areas to an UUL enumeration strategy would accomplish this better.

A couple of regions did not identify any blocks for UUL, and several regions only identified a few, with major cities being overlooked. The reasoning is to not increase (or create) UUL workload, and thus, we assume, to eliminate the need to recruit for a separate operation. However, the UAA delivery operation will necessitate the need to recruit for a separate operation. Therefore, we feel that the areas that have been identified for UUL to date should be carefully reviewed by Headquarters staff.

The DSSD is fully supportive of a UAA delivery operation in the presence of a well defined UUL operation. Additionally, we must be involved in operational planning and procedures preparation. Lastly, a complete address listing is a DSSD requirement for the UAA delivery operation.

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